



**STATE OF NEW JERSEY**

**FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION**

In the Matter of Graham Raywood-  
Lamson, Highway Operations  
Training & Quality Assurance  
Specialist (PS6811T), Department of  
Transportation

Examination Appeal

CSC Docket Nos. 2018-3757

**ISSUED: AUGUST 3, 2018 (SLK)**

Graham Raywood-Lamson appeals the determination of the Division of Agency Services (Agency Services) that he did not meet the experience requirements for the promotional examination for Highway Operations Training & Quality Assurance Specialist<sup>1</sup> (PS6811T), Department of Transportation.

The examination at issue was announced with specific requirements that had to be met as of the January 22, 2018 closing date. The education requirement was a Bachelor’s degree. The experience requirements were three years of experience in roadway maintenance operations which shall have included employee development, coaching and providing on-the-job technical instructions and guidance, and on the job equipment familiarization and staff development.<sup>2</sup> Applicants who did not possess the required education could substitute applicable experience, on a year for year basis, with 30 semester hour credits being equal to one year of experience. A total of nine employees applied for the subject examination and one was deemed eligible. Certification PS180789 was issued and the one eligible was appointed.

<sup>1</sup> Effective July 7, 2018, this title was renamed Operations Training and Quality Assurance Specialist.

<sup>2</sup> The experience requirements were modified, effective July 7, 2018, to three years of experience in roadway electrical and/or equipment operations which shall have included employee development, coaching and providing on-the-job technical instructions and guidance, and on-the-job equipment familiarization and staff development.

On his application, the appellant indicated that he possessed 18 college credits. Additionally, personnel records indicate that he was provisionally serving in the subject title from May 2017 to the January 22, 2018 closing date, a Crew Supervisor Highway Operations from July 2016 to May 2017, an Assistant Crew Foreman Highway Operations June 2013 to July 2016, a Landscape Technician from October 2007 to June 2013, and other positions in State service. Agency Services credited the appellant with five years and three months of experience based on seven months for his college credits and four years and eight months based on his experience from June 2013 to the January 22, 2018 closing date, but determined that he lacked one year and nine months of experience.

On appeal, the appellant explains that as a Landscape Technician he instructed, trained and assisted a crew furnishing technical direction on a daily basis. He highlights that incumbents in this position substitute for the Landscape Supervisor. The appellant asserts that this title is an integrated part of roadway maintenance operations and is now required by all highway operations crew employees.

## CONCLUSION

*N.J.A.C.* 4A:4-2.6(a) provides that applicants shall meet all requirements specified in the promotional announcement by the closing date. *N.J.A.C.* 4A:1-1.2(c) states that the Civil Service Commission (Commission) may relax a rule for good cause in order to effectuate the purposes of Title 11A, New Jersey Statutes.

Initially, Agency Services correctly determined that the appellant lacked one year and nine months of experience as the primary focus of a Landscape Technician is to perform varied landscape maintenance and construction work and not roadway work. However, the appellant gained an additional seven months of experience by provisionally serving in the subject title after the January 22, 2018 closing date. Further, it cannot be ignored that the Examples of Work for the job specifications for Landscape Technician indicate that incumbents perform emergency snow work as required and operate, maintain and make minor repairs or adjustments to all types of snow equipment. Additionally, incumbents in this title instruct and train crews in technical matters on a daily basis. Therefore, the Commission is satisfied that during the five years and eight months that the appellant served as a Landscape Technician, the cumulative emergency snow work and technical instruction that the appellant provided staff was sufficient to satisfy the remaining one year and two months of required experience to warrant his admission to the subject examination. Additionally, the list is incomplete as there are currently no names on the list and he continues to serve provisionally in the subject title. Therefore, under these circumstances, good cause exists to relax the provisions of *N.J.A.C.* 4A:4-2.6(a) and admit him to the subject examination.

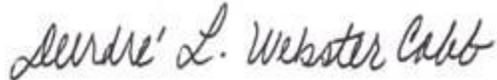
This determination is limited to the instant matter and does not provide precedent in any other matter.

**ORDER**

Therefore, it is ordered that the appeal be granted and the appellant's application be processed for prospective employment opportunities only.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE  
CIVIL SERVICE COMMISSION ON  
THE 1<sup>st</sup> DAY OF AUGUST, 2018



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